



STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

State Capitol Management Committee (SCMC) Meeting
Wednesday, May 20, 2015
9:00 a.m.

State Capitol Building, Conference Room 414
415 South Beretania Street
Honolulu, Hawaii 96813

MINUTES

Attendees: See attached roster

1. Call to Order – 9:10 a.m.
2. Introductions, Public Comments
 - a. Mr. Kurata announced that there is a substitution for Rep. Johanson on the committee. Speaker Souki has appointed Rep. Fukumoto Chang effective March 31, 2015 (see attached).
 - b. Mr. Dan Purcell, Guest: Provided several comments:
 - Objected to the use of the label “homeless people”.
 - Objected to the lack of notice to the public that building hours for the Capitol would be changed. There are no phone numbers for the Sheriff’s office or anyone else posted around the building to call if they need assistance. Mr. Kurata replied that the committee will take these comments under advisement.
3. Minutes of the March 17, 2015 Meeting:
 - a. Mr. Kurata mentioned that there was a complaint that the Committee did not post the minutes within 30 days after the meeting. Hereafter, a draft of the meeting minutes will be posted to the website within 30 days per Sunshine Law requirements.
 - b. Sign In Sheet - Committee members, staff and any visitors will be asked to sign in.
 - c. The minutes were accepted and will be posted on the committee’s website.
4. Security Update: Mr. Tsuha passed out his report on incidents occurring in the Civic Center complex during the months of March and April.

5. Maintenance and Operation Update: As a follow up to some questions brought up at the last meeting.
 - a. The building hours have been modified: Mr. Hisano reported that the hours have been changed to 7:00 a.m. to 6:00 p.m. on Mondays through Fridays and closed on Saturdays, Sundays and Holidays. Signage has been posted.
 - b. Electronic Access for Non-Governmental Individuals: The media tenants on the Chamber level have been enrolled. Snack Shop staff will also be enrolled.
6. Capital Improvement Projects (CIP) Update:
 - a. Fire Alarm System Follow Up: The false alarms occurring on March 17, 2015 were caused by a badly leaking sprinkler head in the basement. Staff will be trained on the procedures for the new system. We are working with a vendor to address some issues with the new system.
7. Discussion Items:

‘Lost and Found’ Follow Up: The Committee discussed whether all lost and found items should be stored in one location. Currently, there are three designated locations where “lost” items are held, based upon where the items were left behind. If the items are not claimed within 30 days, the items are destroyed.
8. Other Business:
 - a. Administrative Rules: The Admin Rules for DAGS Facilities are being updated and will incorporate the rules pertaining specifically to the Capitol.
 - b. Senator Espero passed out a picture indicating that people are sleeping at the War Memorial area which, in his opinion, is unacceptable. The Committee discussed how Security currently handles such situations.
 - c. Mr. Kuroda reported that the Core 2, entry level elevator is offline and the Core 3 elevator is not working for after-hours access. It was reported that there is a problem with the cable.
 - d. Mr. Kuroda mentioned that the Senate President and Speaker of the House sent a memo notifying their staff about building access outside of normal building hours. An intercom system is being installed which will enable staff to call Security to allow guests in after hours.
 - e. Mr. Purcell commented that the garage is still not ADA compliant. The Committee discussed possible improvements to enable communication from the garage entrances to Security.
 - f. Mr. Kuroda asked about the cause of the fire alarm that was activated the other day. Mr. Kurata replied that the contractor is still checking and he will give a report when the information is received.

9. Next Meeting Date: Suggestion was made that the meetings start at 10:00 a.m. rather than 9:00 a.m. and that the meetings be scheduled on days other than Tuesdays.
10. Adjournment – 10:37 a.m.

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